

TdenClark



**MINUTES OF THE FINANCE COMMITTEE
FEBRUARY 28, 2012**

7:00 P.M.
Sandwich Town Hall
130 Main Street
Sandwich, MA 02563

Present: Bill Diederling, Chair; Paul Sylvia; John Vibberts; Paul Kilty; Linda Bliss; Thomas Hickey; Ellen Yaffe and Gene Parini.

Staff: George "Bud" Dunham, Town Manager; Doug Lapp, Assistant Town Manager; Doreen Guild, Town Accountant; Peter Wack, Chief of Police and George Russell, Fire Chief.

Also present: Mary Stanley for the Sandwich Enterprise.

Mr. Diederling called the meeting to order.

Review and Approval of Minutes

Minutes of January 17, 2012

Mr. Kilty asked for the wording to be further defined on page 1 where he references the contribution to the Upper Cape Regional School. The wording was clarified to state "the 15% designated for the Upper Cape Technical School could double in less than five years".

Mr. Vibberts moved the minutes be approved as amended. Mr. Kilty seconded. Unanimous.

Police and Fire Department Budgets – Police Chief Peter Wack and Fire Chief George Russell

Fire Department

Chief Russell presented his budget overview from 2011. He provided a detailed handout for the committee. He explained in detail why there was so much need for overtime for the past year including some lengthy out of work injuries. He said when you have a large number of firefighters out on injury, the risk for more injuries increases as firefighters are called out to cover additional shifts. Other overtime issues include training as personnel must keep their certifications; 10 hour and 14 hour shift coverage; the use of a department mechanic who must cover shifts and act as the mechanic.



Chief Russell added that Deputy Corriveau has been watching this closely and has determined even just adding one more individual could make all the difference. The first year would include paying for schooling, gear, etc. but ultimately could save funds. Mr. Hickey asked if the overtime is voluntary. Chief Russell replied that the employees are asked but if no one volunteers, they can be held over.

Chief Russell said ambulance runs are up. This translates into more supplies needed. They are hoping to purchase a new ambulance in the fall of 2012. The capital cost right now is projected to be around \$250,000.

Mr. Diederling asked about the number of runs increasing each year. He said these figures are critical. Mrs. Yaffe asked if the increase in runs reflects other issues. Chief said they are responding to odors, flooded basements and alarms in addition to emergencies.

Other budget items discussed included the cost of breathing gear (15-year life, \$7,299 each). They have applied for a grant for new gear. If accepted, it does require a 10% match.

Chief discussed projection times for replacing ambulances over the next ten years. As they replace equipment, they are trying to get Internationals as they use diesel fuel and have a longer life span. Ms. Bliss asked if there was a procurement person who helps with these purchases. Mr. Dunham explained they have to go out to bid on the ambulance. Chief said his EMS person is diligent about looking for good prices.

Mr. Diederling said in general, there are not a lot of changes presented than they saw last year. He asked Chief Russell what stands out the most. Chief replied staffing and overtime. Mrs. Yaffe asked if there were comparisons to similar sized towns. Mr. Dunham replied that Sandwich is way lower in staffing all departments in the General Government. He added that Police and Fire in fact have gotten far more over the past few years than other departments. Chief mentioned that Medicare is now sending payments to patients for ambulance runs and the patients in turn are supposed to turn the money over to the Fire Department to cover their invoices. He said this is becoming a real issue as those checks are not being turned over.

Police Department

Chief Wack made his presentation to the Committee. He discussed department staffing, overtime, and patrol services. He noted there are 3 patrol cars on the road each shift. He stated there is a need for more patrol officers and one more detective. He said there is a substantial increase in substance abuse in Sandwich. The recommendation from the Bureau of Justice Statistics Data says a population should have a ratio of 2 officers per 1,000 residents which means Sandwich should have 44 officers. We have 34 officers. There are currently 3 new recruits who are completing their training and will be available soon.

Chief Wack discussed the reasons for the high use of overtime for FY'12. Their reasons are similar to the Fire Department including having several long-term employees out on injury. Not all cases are work related but they are still out of work.

Some of his solutions include regional dispatch and one addition detective. Mr. Dunham mentioned the Joint Public Safety Facility soon to be proposed and the possibility for joint dispatch between Fire and Police. More dispatchers could be added allowing for rotating shifts. He added that even without the new Public Safety Facility, this is still a proposal that could go forward.

Ms. Yaffe said she supported civilian dispatch. Mr. Kilty asked Chief Wack what change/addition would have the most impact on improving the department. Chief replied that the addition of one detective would be the most helpful at this time. Mr. Vibberts asked the Chief about his financial goals and objectives. The Chief said if they were able to add six dispatchers six officers would be freed up for patrol work. This in turn would reduce overtime shifts. Mr. Dunham noted the current facilities would not allow enough space for six dispatchers right now. The town is fortunate to have Police and Fire Departments that work together.

The committee thanked the Chiefs for coming in this evening.

Town Manager's Report

Mr. Dunham reviewed the FY'13 budget. He noted that some possible changes. If the DPW Snow & Ice budget remains untouched, it would be possible to purchase the new plow truck out of that FY '12 line item rather than keeping it on the Capital Budget. Another unknown at this time is the amount of State Aid. There was brief discussion regarding potential new town personnel. Mr. Diederling said the salaries represented here would not include benefits. Those would be additional funds. Mr. Dunham noted that the schools add people all ^{The} with time with benefits and no one questions them. Ms. Yaffe agreed stating the Town has been starved for years and now there are needs for additional services. Mr. Vibberts noted the cost benefit to spending here represents short money for taxpayers. He said he supports the personnel additions.

CIPC Meeting Follow-up

Mr. Dunham reviewed parts of the Capital Budget. He noted the ambulance purchase has been put off until the fall. As mentioned earlier, the new plow truck will hopefully be paid for out of the Snow and Ice line item.

Joint Public Safety Building Presentation

Mr. Dunham said there will be a presentation to the Board of Selectmen at their meeting on March 3, 2012. Mr. Diederling asked if the request for the building would be on the spring town meeting Warrant. Mr. Dunham said it would not. It will not be presented until a special town meeting possibly in the fall.

Scheduled Meetings

Paul Tilton/Director of Public Works/Town Engineer will be in to present at the next meeting. John Johnson, Director of Golf at Sandwich Hollows will also be present.

Committee Updates

Mr. Parini noted he attended the budget meeting for the School Department. He said very few people attended.

Mr. Diederling updated the committee on the Charter Review Committee meeting. He said there would be more specifics after budget season.

Mr. Vibberts moved the meeting be adjourned. Ms. Bliss seconded. Unanimous.

Respectfully submitted,

Janice L. Hagberg
Assistant Human Resources Director

Approved as Amended 4/3/2012

Documents:

Police Department draft FY '13 budget
Fire Department draft FY '13 budget
Projected Revenues and Expenses FY '13 budget
Capital Budget FY '13
Sandwich Fire Department 2011 Budget Overview – Chief Russell
Police Department hand-out/Chief Wack